

**St Michael the Archangel
Parish Religious Education Office
215-547-2518**

www.stmichaellvt.com

2017 – 2018

**P.R.E.P. Parent Guide
(Parish Religious Education Program)**



A Parent's Prayer

Loving God, You are the giver of all we possess, the source of all our blessings. We thank and praise you. Thank you for the gift of our children. Help us to set boundaries for them, and yet encourage them to explore. Give us the strength and courage to treat each day as a fresh start. May our children come to know you, the one true God, and Jesus Christ, whom you have sent. May your Holy Spirit help them to grow in faith, hope, and love so they may know peace, truth, and goodness. May their ears hear your voice; May their eyes see your presence in all things; May their lips proclaim your word; May their hearts be your dwelling place; May their hands do works of charity; May their feet walk in the way of Jesus Christ, your son and our Lord, Amen.

DOORS OPEN AT 6:15 PM

**Because there is no adult supervision, the doors
cannot be opened before 6:15 pm.**

NEW THIS YEAR

School Messenger

Please make sure we have accurate contact information so that you are notified of school closing, emergency situations, and pertinent information.

The Parish Religious Education Program (PREP) assists parents with the faith formation of their children. Our vocation is to help each child recognize his/her intimate relationship with God through prayer, knowledge, moral formation, participation in the Church, and the cultivation of his/her missionary spirit.

FAMILY ROLE

The Catholic Faith cannot be taught in a few hours a week. It must be practiced and taught in everyday moments. In order for your child's religious education to be most beneficial, you are asked:

Mass Attendance on Sundays and Holy Days of Obligation.

Mass Schedule: Saturday 5:30 pm

Sunday 8:00 am, 10:00 am, 12:00 pm

Communication between the PREP staff and the parents is essential. Our four forms of communication are your child's folder, church bulletin, e-mail, and School Messenger. Please check the folder and empty it weekly. Ensure that we have your current e-mail address and phone numbers.

Homework - Each week homework will be given. You are asked to work with your child to complete the assignment before the next class. If there is no written homework, please review with your child the week's lesson.

Absence - When your child cannot be present:

1. Complete missed class work and homework promptly.
2. If more than 5 classes are missed in a school year, a summer packet of work may need to be completed. Failure to complete the summer packet could result in a delay in advancing to the next level.
3. If there are extenuating circumstances surrounding your child's absence, please contact the office at the time of the absence so that it can be noted.

*****START TIME IS 6:30 PM*****

PROCEDURES

Arrival – Doors open at 6:15 pm. Children will not be admitted before 6:15 pm because of a lack of adult supervision. Classes begin at 6:30 pm. Please be prompt at arrival. All children are to be dropped off at the gym door. Children wait in the gym in their class line for dismissal to class. If your child arrives after 6:30, he/she will be signed in at the lobby.

Dismissal – All cars are to park in the designated spots in the church/school parking lot. Doors to the school will be opened at 8:00pm. The children will be brought by class to the gym for closing prayer. At the conclusion of the prayer, parents can pick up their children. **NO CHILD WILL BE ALLOWED TO LEAVE THE BUILDING WITHOUT AN ADULT.** Please be careful when leaving the parking lot as there will be a lot of movement during dismissal. If your child is to be picked up by someone other than the parent, please send a note to your child's teacher.

Early Dismissal – Our time with your child(ren) is limited to one hour and 30 minutes a week. The Catechists have planned lessons for all but 15 minutes of this time. We, as a community, will be using the remaining 15 minutes in prayerful reflection. Therefore, early pick-up is discouraged. However, if an emergency arises, **please contact the office by phone** (remember that the doors will be locked) and we will do our best to accommodate your request. Please do not take your child from a classroom. You need to sign them out in the office and a volunteer will go to the class to get him/her.

Emergency Closing - If the Religious Education Program needs to be cancelled due to inclement weather, it will be announced on channels NBC10, ABC6, and CBS3 and via School Messenger. Keep in mind that if the day school is closed or has an early dismissal due to inclement weather, then PREP will be cancelled as well. **PLEASE DO NOT CALL THE RECTORY.**

Emergency Dismissal – If an early dismissal is necessary, it will be announced on the above mentioned media sources if possible. School Messenger will provide you with all pertinent information.

CLASSROOM MANAGEMENT

Our goal is to provide a loving learning environment of order, structure, and discipline for our children. The environment reflects honesty, respect, and consideration for both self and others, which is necessary for learning and faith sharing.

Student responsibilities include:

- Cooperate with the catechist in order to maintain a Christian atmosphere of mutual respect.
- Participate fully and appropriately in group activities.
- Treat others and the property of others with respect.
- When challenging situations arises, ask what would Jesus do?

Please note: The following are considered unacceptable:

- Disrespect for any adult or student by word or action.
- Leaving the premises without permission from the office.
- Disruptive or inappropriate behavior during Religious Education.
- Defacing books, desks, walls, bathroom, or any property.
- Removing items from day student's desk.

To remedy inappropriate behavior by a student...

1. The catechist and director will review possible classroom management techniques to address the situation.
2. The parent will be notified about the specifics of the inappropriate behavior displayed, if it persists.
3. If a student continues to fail to respond to a catechist's request for appropriate behavior and is uncooperative on a specific night, the Director will keep him/her in the office or call the parent to pick him/her up early. The student must make up the missed class work and decide to improve his/her behavior before being allowed to return to class.

Dress Code:

- Clothing is to be modest and reflect our Catholic values.
- No inappropriate messages on tee shirts.

Curriculum Guidelines for Religious Education **in the Archdiocese of Philadelphia.**

Below is a synopsis of the core content guidelines that should be mastered for each grade level. Each year students review the traditional prayers and add new prayers.

Level One: Creation, God the Father and Son, Mary, Mother of God, Sacrament of Baptism, Liturgical Seasons and Colors.

Prayers: Sign of the Cross, Our Father,
Grace Before Meals, Glory Be

Level Two: God, the Holy Spirit, Trinity, Sacraments of Baptism and Reconciliation, Sunday (The Lord's Day), Liturgy of the Word, Preparation to receive Reconciliation.

Prayers: Hail Mary and Act of Contrition

Level Three: The Trinity, Mass (Liturgy of the Eucharist and Elements of the Mass), Sacraments of Initiation (Baptism, Confirmation, and Eucharist), Preparation to receive First Eucharist.

Prayers: Apostle's Creed

Level Four: Ten Commandments, Great Commandment, The Beatitudes (Living a happy life), Corporal and Spiritual Works of Mercy.

Prayers: The Rosary

Level Five: Seven Sacraments (Healing, Service, and Initiation) Mass (Parts, Vessels, Vestments), Holy Days of Obligation, Liturgical Seasons

Prayers: The Rosary, Nicene Creed

Level Six: The Old Testament, Christ fulfills Old Testament, Types of Prayer, Preparation to receive Confirmation

Prayers: Come Holy Spirit, The Rosary

The Archdiocesan approved textbook series is Loyola Press' Finding God. The same publisher is used for sacramental preparation for Reconciliation, Eucharist, and Confirmation.

Evaluations of Student Progress:

Student progress reports will be sent home in January. Assessments will be given periodically. Assessments will reflect knowledge of the Faith Concepts given to each grade level. An Archdiocesan assessment will be given at the end of the year for everyone except first grade. Please notify the Religious Education Office of learning needs your child may have in regards to assessments. Accommodations are made for children with special needs.



Materials:

Every child is provided with a folder and textbook. It is essential that everyone brings their materials to class every week. If a book is lost, a new book to replace it will cost \$20.00. If your child's folder is lost or destroyed, please replace it with the same or close to the color of the original folder.

SACRAMENTS

First Reconciliation, First Holy Communion, and Confirmation

Though immediate preparations are given to children before receiving these sacraments, children are expected to receive a Catholic upbringing in their family, which includes regular Mass attendance and consistent formal religious education classes. Moreover, attendance at weekend Mass is a duty, necessity, and a GIFT for every Catholic.

FIRST RECONCILIATION

Children in the second level of religious education prepare for this healing sacrament. Parents will need to review work at home. Forgiveness and contrition should be demonstrated at home. Parents MUST attend the Parent Reconciliation class (adult faith formation meeting).

FIRST HOLY COMMUNION

Children in the third level of religious education prepare to receive First Holy Communion. Liturgy appreciation grows as children further understand what they are celebrating in the Breaking of the Bread. Attendance at weekend Mass truly helps a child have a greater understanding of the Eucharist. Parents MUST attend the Parent Eucharist class (adult faith formation meeting).

CONFIRMATION

Candidates prepare for Confirmation during the sixth level of study and receive in the fall of seventh grade. Their preparation includes prayer, study, retreat, and service. Parents MUST attend the Parent Confirmation class (adult faith formation meeting).

R.C.I.A. (Rite of Christian Initiation for Adults)

All adults are invited to grow in faith. RCIA classes meet every Tuesday evenings from September to May. If you are not Catholic and are helping your Catholic spouse raise your children Catholic, these classes may help. If you never finished all your sacraments, you might consider these classes. No strings, just information. Contact the Rectory at 215-945-1166.

Class begins promptly at 6:30. Please arrive at 6:15 pm

2017 – 2018 P.R.E.P. PROGRAM SCHEDULE

Classes are in session unless noted.

Doors for dismissal will open at 8:00 pm.

September

- 6th Opening Meeting for all teenage helpers 6:00 pm in Room 7
- Opening Meeting for all adult staff 6:30 pm in Room 7
- 13th First day of class for all students
(New Family Parent and first grader meeting at 7:00 pm in the gym)
- 20th Regular class
- 23rd Saturday - Confirmation Retreat in the Church Hall (7th graders)
8:45 am to 11:30 am
- 27th Regular class

October

- 4th Regular Class
- 11th Regular Class
- 18th Regular Class
- 25th Regular Class

November

- 1st All Saints Day – students attend Mass with class
Dismissal will be from Church basement
- 4th Saturday - Confirmation Practice for 7th Graders 9:00 am to 12:30 pm
- 6th Monday - Confirmation Mass for 7th Graders 4:00 pm
- 8th Regular Class
- 9th Thursday - Confirmation 6th Grade Parent Class – Church Hall 6:30 to 7:30 PM
- 15th Regular Class
- 16th Thursday - First Reconciliation Parent Class – Church Hall 6:30 to 7:30 PM
- 22nd No Class – Happy Thanksgiving
- 29th Regular Class
- 30th Thursday – First Holy Communion Parent Class – Church Hall 6:30 to 7:30 PM

December

- 6th Regular Class
- 13th PREP Family Advent Mass (Tentative)
- 20th No Class - Merry Christmas
- 27th No Class – Happy New Year

January

- 3rd Regular Class
- 10th Regular Class
- 17th Regular Class
- 24th Regular Class
- 31st Regular Class

February

- 7th Regular Class – Safe Environment Lesson
14th Ash Wednesday Mass 7:00 pm – Children will attend Mass with their class.
Dismissal from Church basement after Mass
21st Regular Class
28th Regular Class

March

- 7th Regular Class – Parish Penance (Tentative) 4th, 5th, and 6th grades will attend
14th Regular Class – Practice for Reconciliation in Church (2nd grade & Sacrament class)
15th Thursday, First Reconciliation Service 7:00 pm in Church
21st Regular Class
28th No Class – Holy Week

April

- 4th Regular Class
11th Regular Class
18th Regular Class
25th Regular Class – Confession for children receiving First Holy Communion
28th Saturday - Practice for First Holy Communion in Church Hall 8:45 am to 12 pm

May

- 2nd Regular Class – Final Exams (2nd through 6th grades)
5th Saturday - First Holy Communion Mass 10:00 am
9th Last Class – Mass at 6:45 pm
Awards & Report Cards
Dismissal at 7:45 pm

2017 – 2018 REGISTRATION FEE

The registration fee covers the cost of workbooks, activity books, student supplies, office supplies, parent newsletters, Catechist courses, workshops, and clearances.

No child will be denied religious instruction due to an inability to pay.

Please contact the office with any questions or concerns.

Registration Fee:

1 Child - \$100.00

2 Children - \$130.00

3 or more Children - \$160.00

PARENTS HELP is always needed in the Religious Education Program. All parents are encouraged to volunteer their services to give our children the best experience they can have. All of our volunteers have completed Archdiocesan Safe Child Training and have criminal and child abuse clearances.

Please let us know if you are able to fill any of these positions:

CATECHIST: Anyone willing to work (with children) to bring Jesus' love and compassion into young lives. Training and guidance are provided. You will not walk alone.

SUBSTITUTE CATECHIST: Someone who would be interested in sharing their time with children. Lesson plans and materials are provided.

CLASSROOM AIDE: Someone to assist the teacher with various tasks, i.e. attendance, paperwork, and classroom management. Great way to try "teaching".

HALLWAY HELPERS: Responsible person to supervise, direct, and redirect movement of children before, during, and after classes.

SECURITY: Adult who can help with an orderly arrival and dismissal in the parking lot and monitor the building during classes.

BAKING: We need bakers for various receptions throughout the school year – Sacraments, Celebrations, etc.

Name: _____

Phone Number: _____

Child(ren) names: _____

Position: _____

Please return bottom portion to Room 10. Thank you.